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23 September 1963

MEMORANDUM FOR: Deputy Director of Central Intelligence
THROUGH: Executive Director *LSW*
SUBJECT: Deputy Director (Science and Technology)
Supergrade Authorizations
REFERENCE: Memorandum for DDCI from AD/Pers dated
20 August 1963; Subject: Requirements
for Scientific Pay Schedule Positions
for Fiscal Year 1964

1. This memorandum contains a request requiring your approval in Paragraph 7.

2. Reference memorandum established a ceiling of [REDACTED] Scientific Pay Schedule positions for the Deputy Director (Science and Technology). It also recommended the release of authorizations for [REDACTED] supergrade positions, the positions in question having been converted from the "GS" scale to SPS positions within the Office of Research and Development Staffing Complement.

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3. Following the establishment of the DD/S&T on 6 August 1963, careful study was given the matter of an appropriate staff element within the immediate Office of the DD/S&T. The DD/R staff element had consisted primarily of positions to staff COMOR and to provide an administrative support group, an Executive Officer and several advisors. No provision was available for additional staff officers to assist in the guidance, coordination, planning and review of substantive activities.

4. Accordingly, the Office of the DD/S&T is being organized to provide the following:

a. A Plans and Programs Staff, designed to insure close coordination between current and proposed activities and the efficient use of monetary and personnel allowances.

GROUP 1
Excluded from automatic
downgrading and
declassification

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b. An Action Staff, designed to furnish a quick reaction capability to immediate information requests and to represent the operating components on matters of collection and requirements.

c. A Systems Analysis Staff, consisting of a small group of highly qualified officers who can both study and conduct theoretical tests on proposed technical collection devices, and can analyze failures and inadequacies in current systems and devices.

d. Additional support assistance, particularly to provide greater attention to security and career management matters.

5. At the time the conversion to SPS positions was determined, the above requirements were not clearly foreseen; had they been, I would at that time have requested the retention of the four supergrade authorizations to apply to key positions in the new staff structure.

6. The DD/S&T is currently authorized [redacted] supergrade positions and [redacted] SPS positions. All are assigned to the present staffing complements of the DD/S&T. The availability of the [redacted] positions released would greatly enhance the capability of the DD/S&T to recruit, or otherwise obtain, the right men to fill key staff positions.

7. It is requested, therefore, that the authorization for [redacted] supergrade positions released on 20 August 1963 be reallocated for use within the Office of the DD/S&T.

[redacted]
ALBERT J. WHEELON
Deputy Director
(Science and Technology)

Approved:

[redacted]
for DDC

Date 24 Sept 1963

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